

SPECIAL INSPECTION RECOGNITION POLICY

Revised 2003 IBC

Recognition Requirement for Special Inspection Agencies

UAC Section 306.2 and IBC Section 1704.1 requires that the Special Inspector shall demonstrate his competence to the satisfaction of the Building Official. Categorically, the following information must be submitted to the Building Official for review and subsequent recommendation by the Committee for approval (or disapproval) of recognition.

1. Location of corporate office and all branch offices operating within Pima County.
2. The required categorical information must be updated, including resumes for new employees, and submitted annually to the Building Official by January 31. Any changes to agency name, ownership, key personnel, responsible professional engineer or additions and deletions of offices operating within Pima County must be reported to the Building Officials of Pima County, Tucson, Marana and Oro Valley in a timely manner.
3. Name and resumes of Registered Professional Engineer(s) responsible for inspection and testing activities evidencing experience criteria per ASTM E329 paragraph 7.2.1: *"...The person shall be a registered engineer and a full-time employee of that agency. The person shall have at least five years engineering experience in testing and inspection of construction materials"*; as well as key management and supervisory personnel, including organizational chart. Resumes must be very specific in showing a minimum of five years experience in testing and inspection.
4. Statement from responsible Professional Engineer(s) assuring that special inspectors will perform in accordance with IBC Chapter 17 and that they will be identified, qualified, and issued ID cards.
5. Statement from responsible Professional Engineer(s) assuring that testing and inspection services will be performed in compliance with procedures specified in ASTM E329, in particular, paragraph 10.1: *"It shall be the responsibility of the agency to ensure that it performs only tests and inspections, or both, for which it is adequately equipped and staffed, and that its employees perform only tests and inspections, or both, for which they are adequately trained."*
6. A copy of the latest Inspection Record including deficiencies and corrective action taken.
7. A brief general description of agency, including background information related to the type of services offered, years in business, major projects and areas served. Include any brochures and qualification information.
8. Samples of inspection reports, lab reports, and final compliance report.
9. Inspector names and resumes including certifications. Except as permitted for "inspectors-in-training", all special inspectors performing concrete, structural steel, welding, or masonry inspection required by Chapter 17 of the IBC shall be approved based on qualifications by the Building Official.

The Greater Tucson Credentials Committee consists of an equal number of staff members from the Building Departments or Building Safety Divisions of the Town of Oro Valley, the City of Tucson, the County of Pima and the Town of Marana

Information may be sent to any of the following:

Town of Oro Valley Community Development Department
Building and Safety Division
11000 North La Canada, Oro Valley, AZ 85737
(520) 797-9797
Fax (520) 742-1022

City of Tucson Development Services Department
Building Codes Division
201 North Stone Avenue
PO Box 27210 Tucson, AZ 85726-7210
(520) 837-2000
Fax (520) 791-4340

Pima County Development Services Department
Building Codes Division
201 North Stone Avenue 85701-1207
(520) 740-6490
Fax (520) 740-6888

Town of Marana Building Department
3696 West Orange Grove Road, Tucson, AZ 85741
(520) 297-2920
Fax (520) 297-3930

Town of Sahuarita Building Department
P.O. Box 879

Sahuarita Rd.
850_B W. Sahuarita Rd
(520) 648-1972
Fax (520) 625-9879